

**FRANKLIN COUNTY
PLANNING COMMISSION
REGULAR MEETING AGENDA**

REGULAR MEETING:

February 7, 2023 – 6:30 P.M.

COMMISSIONER'S MEETING ROOM-HYBRID MEETING FORMAT

Franklin County Courthouse

Entrance at Main Door – 1016 North 4th Avenue, Pasco, WA

HYBRID MEETING DETAILS

In order to meet reopening requirements, our office is providing ability for alternative ways to watch/comment outside of the traditional in-person experience. Below are alternative ways to watch/comment:

Alternative Commenting:

1. **Submit written comments by email prior to the meeting:**
planninginquiry@franklincountywa.gov **Please Note:** Comments need to be received by 4:00PM on the day of meeting.
2. **Submit written comments during meeting:** People who are watching the meeting on YouTube live and want to comment or need clarification on an item presented, can send an email at planninginquiry@franklincountywa.gov during public comment period on said item. Email needs to be sent before end of public comment period on item, for it to be included in the record and addressed in the meeting.
3. **Submit written comments by mail prior to meeting:** Franklin County Planning Commission, Attn: Derrick Braaten, 502 W. Boeing St., Pasco, WA 99301. **Please Note:** Comments sent within a few days of meeting may not be received by meeting start time.
4. **Via phone:** You will need to contact staff by either phone at 509-545-3521 or email at planninginquiry@franklincountywa.gov, before the day of the meeting by 4:00 PM in order to receive information needed to call in.

Alternative Watching/Listening:

1. **Via computer:** Go to the Planning Commission YouTube Live page using link below:
<https://www.youtube.com/@franklincountywaplanningde3688/streams>.
2. **Via phone:** You will need to contact staff by either phone at 509-545-3521 or email at planninginquiry@franklincountywa.gov, before the day of the meeting by 4:00 PM in order to receive information needed to call in.

OPEN PLANNING COMMISSION REGULAR MEETING – 6:30 P.M.

CALL TO ORDER

ROLL CALL

Current Planning Commission Members/Districts/Terms:

Member	District	Term Expires
Mike Vincent	Columbia River West Area	August 1, 2025
Manny Gutierrez	Riverview/Pasco UGAB	August 27, 2026
Layton Lowe	Connell/Kahlotus Area (Combined)	December 9, 2023
Stacy Kniveton	Snake River Area	May 1, 2027
Peter Harpster	Riverview/Pasco UGAB	March 26, 2027
Mike Corrales	Basin City Area	May 1, 2026
Melinda Didier	Eltopia Area	March 1, 2026

DECLARATION OF QUORUM

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Approval of Agenda for February 7, 2023

APPROVAL OF MINUTES

Approval of Minutes for January 10, 2023 meeting

PUBLIC HEARING – ITEM #1 – ZC 2022-04/SEPA 2022-25 (Underwood):

Proposal to rezone one (1) parcel, comprising approximately 130.98 acres from the current designation of Rural Community 1 (RC-1) to Suburban 20 (RS-20). The land has a Comprehensive Plan Land Use Designation of Rural Shoreline Development.

APPLICANT: Aqtera Engineering

REPRESENTATIVE: Peter Harpster (or other designated representative)

- 1. Open Public Hearing**
 - a. Staff Report
 - b. Public Comments
 - c. Clarification of Public Statements/Questions
2. Close Public Hearing
3. Planning Commission Discussion
4. Recommendation/Motion/Finding of Fact

PUBLIC HEARING – ITEM #2 – TC 2022-01/SEPA 2022-30 (Title 16):

Proposal to amend Title 16 “Subdivisions” of the Franklin County Development Regulations.

APPLICANT: Franklin County

REPRESENTATIVE: Nicole Stickney of AHBL (or other designate representative)

- 1. Open Public Hearing**
 - a. Staff Report
 - b. Public Comments
 - c. Clarification of Public Statements/Questions
2. Close Public Hearing
3. Planning Commission Discussion
4. Recommendation/Motion/Finding of Fact

PUBLIC COMMENT:

Opportunity for the Public to comment on items not listed on the agenda.

ADMINISTRATIVE ITEMS

Update on previous items that went before the BoCC.

Preview of items for upcoming Planning Commission meeting.

ADJOURN PLANNING COMMISSION REGULAR MEETING



FRANKLIN COUNTY

PLANNING AND BUILDING DEPARTMENT

Planning Commission Public Hearing Procedures, Protocols and Etiquette

The Planning Commission Process:

The Planning Commission is a seven (7) member volunteer board that is appointed by the Board of County Commissioners.

This public hearing is the **‘only’ open record hearing** for a land use application and is the public’s opportunity to speak in favor or against an application. The Planning Commission is not a "final" decision making committee but rather makes "recommendations" to the elected officials for the different applications they review. The purpose of the ‘open record public hearing’ is for the Commission to gather factual information to assist them in formulating their recommendations. The hearing is not a debate or a question and answer session with the audience.

Copies of the agenda and staff reports are available in the hearing room. Please ask staff if you have any questions.

The Public Hearing:

The Chair will introduce the item on the agenda. The public hearing will be “opened” and Staff will be requested to give a summary of the Staff report.

1. **The Chair will request input from proponents (people in favor of the application).** Please step forward to the middle of the room or near a podium and state your name and address for the record before stating your testimony.
2. **The Chair will request input from opponents (people not in favor of the application).** Please step forward to the middle of the room or near a podium and state your name and address for the record before stating your testimony.
3. **The Chair will ask the public for any clarification of statements or questions.** Also the Planning Commission members may ask questions of proponents and opponents. Please step forward to the middle of the room or near a podium and state your name and address for the record before stating your testimony.
4. **The Chair will “close” the public hearing.**
5. **The Chair will allow for Planning Commission Member discussion only.** Once deliberation has ended The Chair will ask for a motion for recommendation with findings of fact and/or conditions.

Hearing Tips, Protocols and Etiquette:

Please speak clearly. State your name and address for the record;

Speak only when recognized by the Chair;

Focus your testimony on the matter at hand, state only the relevant facts and opinions;

Avoid repetitive testimony. If another witness has made similar points please make note of it in the record and state that you concur with the previous speaker;

Please be prepared to limit your comments to five (5) minutes per speaker per item. When large groups are present, the Chair may reduce the time per speaker (usually to three minutes each);

Speaking time may not be deferred to another witness;

Do not speak to the Commission unless you step forward to the middle of the room or near a podium;

Exhibits (photographs, letters, maps) become part of the permanent record and cannot be returned;

The Commission’s hearings are conducted in a courtroom-like environment and audience conduct shall be in accordance with courtroom etiquette. Clapping, cheering, speaking out of order or disorderly conduct are not appropriate and are grounds for removal from the hearing room by order of the Chair. Pagers and cellular phones should be turned off or placed on vibrate as to not disturb the hearing.

Please contact the Planning and Building Department at 545-3521 if you have questions.